

**INFORMATION NETWORK OF KANSAS
BOARD OF DIRECTORS MEETING
Minutes of February 19, 2004**

The meeting was called to order at 2:05 p.m., February 19, 2004 at KTEC second floor conference room, 214 SW 6th, Topeka, Kansas.

The following Board members or proxy were present: Ron Srajer, Todd Thompson, Ron Thornburgh, Tom Winters, Tim Blevins, and Dennis Slimmer. Others present were Jim Hollingsworth, INK Executive Director; Ann Marshall of Kansas, Inc.; Robert Knapp of Kansas Information Consortium; Pat Michalis, and Scott Leonard of Kansas State Historical Society.

Approval of Minutes - January 15, 2004

Motion was made by Thornburgh to approve the January 15, 2004 minutes. Slimmer seconded. Motion carried.

Chairman Report

Srajer requested Thornburgh report on the Nominating Committee. Thornburgh announced the slate of officers for election is: Thompson, Chairman; Winters, Vice Chair; Thornburgh, Treasurer; and Moore, Secretary. Thornburgh motioned to elect the officers as announced. Blevins seconded. Discussion followed. Motion carried.

Winters presented Srajer with a plaque of appreciation for service he has contributed to Information Network of Kansas. Srajer thanked the Board for the opportunity and challenges of serving on the Information Network of Kansas Board of Director. He also thanked Hollingsworth for his assistance.

Hollingsworth announced he had received notice of appointments of two Board members. Dan Yunk of State Farm Bureau representing Agriculture, will succeed Marvin Maydew, and Joe McKenzie of the Salina Public Library representing Libraries, will succeed Leroy Gattin. Neither of the new members could attend the February meeting, but both are excited about appointment to Board. Srajer announced Kansas Insurance Association has submitted nominees to the Governor to replace his position.

Approval of Treasurers Report

Thornburgh informed the Board of the death of Mike Flack, representative of Mize, Houser & Company. Thornburgh then presented the December 31, 2003 financial report.

Hollingsworth reported that Wendling Noe Nelson and Johnson have completed the

financial and contractual audit, and will present them at the March Board meeting. Hollingsworth reported that the balance left in the Legislative Virtual Committee contains \$20,000 for part-time assistance leaving the balance for software reserve.

Motion was made by Winters to accept the Treasurers Report. Slimmer seconded. Discussion regarding incoming revenues ensued. Thornburgh reported his intention to review and compare the report to previous month and previous year report. Motion passed.

Network Manager Report

Knapp presented the KIC financials for January 2004, and contracts with Kansas Insurance Department - Payment Portal Integration, and Kansas Department of Revenue - Payment Portal Integration (attached). There were no service requests.

Denise Moore was in attendance.

Knapp reported on HB2747, which would enable employers to request drivers records at a reduced rate. Knapp reported working with Kansas Department of Wildlife and Parks to establish a "point of sale" system. Knapp reported the PKI 101 will be March 18, 2004. Knapp will furnish Hollingsworth with an agenda, and Hollingsworth will provide the information to the Board. Knapp reported on the WebFile survey. The results have been very favorable.

Srajer reported on the Board signature request from NICUSA, Inc. regarding the conversion of NIC to an LLC and the opinion of Phil Elwood, attorney. Discussion ensued. Thompson suggested Knapp, Thompson, Elwood and Brad Bradley of NIC meet and come to an agreement. Blevins requested that in the future a copy of the original letter requesting an opinion from the attorney be presented to the Board along with the copy of the answer letter from the attorney.

Motion was made by Slimmer to accept the January 2004 KIC financials, and approve two contracts. Thompson seconded. Motion passed.

Executive Director Report

Hollingsworth requested if the information he provided regarding the grant "Spatially Enabling the Kansas E-Government Enterprise" was sufficient for the Board. Hollingsworth is meeting with Ken Nelson of DASC and Knapp to provide more oversight of the grant.

Hollingsworth requested action be taken on the grant request from the Kansas State Historical Society for development of KSPACE, a proposed virtual repository for state publications. A request for the grant had been presented at the January meeting. Discussion ensued. Thornburgh moved to approve the grant for \$60,095.00 to Kansas

State Historical Society for KSPACE with the amendment as set forth in the application. Thompson seconded. Motion passed.

Hollingsworth presented a review of and asked for approval of the Strategic E-Government Plan, which was presented at the January meeting. Thornburgh moved to approve the Strategic E-Government Plan as presented. Winters seconded. Motion passed.

Hollingsworth presented a review and requested approval of the Granting Policy and Procedures, which was presented at the January meeting. Discussion ensued. Thornburgh moved to adopt the Granting Policy and Procedures as presented. Thompson seconded. Motion passed.

Kathy Sachs was in attendance.

Hollingsworth requested approval for signatures on the INK checking account. Discussion ensued. Srajer stated signature capability should be by position on the Board. Thornburgh moved to allow view capabilities of bank statements for KIC Customer Billing and INK Accountants. Winters seconded. Motion passed. Hollingsworth stated the difference in totals between the accountant's statement and Hollingsworth's worksheet is from the timing of the bills to be paid. Bills that have been presented for payment, but not yet paid, have been deducted from Hollingsworth worksheet. Thornburgh requested a recap of the discussion from the Jan 15, 2004 meeting in regard to the sweep account.

Thornburgh was excused from meeting.

Hollingsworth introduced Dave Larson of Division of Computer Services, Legislative Administrative Services. Larson presented an update of the Legislative Paperless Committee Grant. Larson thanked the Board for the grant. Larson stated the grant has provided technology for the legislature and has allowed the legislature to reduce paper, and improve access to information for both legislators and public. Larson stated he will review and make a final report and assessment to the Board. Discussion ensued.

Duncan Friend was in attendance.

Hollingsworth reported on the Network Manager Business Plan and KIC is in compliance with the contract. (Attached) Discussion ensued.

Other Business

Hollingsworth stated he would be creating a data base for the grant approval using an MSAccess asset tracking database.

Hollingsworth requested permission to dispose of the Compaq Presario 633 computer

and Compaq 151 monitor that was purchased by the Information Network of Kansas Board several years ago. Hollingsworth was told to dispose of the computer using state guidelines for disposal of state property.

Srajer thanked the Board for its talent, and interest in serving the citizens of Kansas.

The meeting adjourned at 4:05 p.m.

A handwritten signature in cursive script that reads "Denise Moore". The signature is written in black ink and has a horizontal line extending from the end of the name.

Denise Moore, Secretary